



AS-BUILT CONSTRUCTION PERMIT SUBMITTAL CHECKLIST

San Luis Obispo County Department of Planning and Building

Application No: _____

ASBUILT PROJECT BUILDING PERMIT SUBMITTAL REQUIREMENTS

Before submitting your construction plans, application and supporting information, make sure you submit a **complete package** as noted below. If you have questions, please call (805) 781-5600 and ask for a Permit Technician. The following information is **required** to be submitted with your application. If any information is missing, your application **will be rejected and returned to you** until such time as all required materials are included with the submittal.

Required
for
Submittal

Please note that all blacked boxes must be submitted and all items need to be submitted with your application.

THREE Complete Sets of Construction Plans with related engineering, Title 24 Energy Calculations and other support Information, including permit number and use if previously permitted for a different use. (Example: Barn converted to habitable space). **TWO EXTRA Sets** of the Site Plan Sheet.

- Application Fee (See p. 1 of this package for example for a residence. Please call Permit Technician for other fees.)
- Construction Permit Application Form
- Consent of Landowner Form
- Signed Division of Occupational Safety and Health (DOSH) Hazardous Activities Clearance Form
- Signed Information Disclosure Form
- Allocation Verification (if new residence(s)) *Note: If your allocation has not been chosen, you cannot apply for a permit.*

For additions or new structures (including AG exempt barn conversion): *Plans must also include:*

- Site Plan showing
 - * Property boundaries and fronting street(s)
 - * Footprint of existing and proposed buildings and driveways
 - * Location of existing and proposed easements (when applicable)
 - * Distances between all existing and proposed structures and between all structures and the exterior property lines
 - * Location of proposed and existing wells and septic systems
 - * Vicinity map for use by the building inspector to locate the property
- Floor Plans
- Exterior Elevations
- Foundation Plan and Details
- Floor and Roof Framing Plans and Details, including profiles and bearing points for all truss types.
- Structural Cross Sections (through the buildings) (when applicable)
- Structural Details, including all significant connection details. Key and reference all details.
- ☐ Electrical/Mechanical/Plumbing Plans and Details
- ☐ Grading Plan with Drainage and Erosion Control Methods (If applicable-See our Asbuilt Grading handout)
- ☐ Title 24 Energy Calculations (if area was previously not conditioned space)
- ☐ Supporting Engineering Calculations (when applicable)
- ☐ Soils Analysis/Soil Expansive Index/Geologic Reports/Percolation Test Results (when applicable)

Note: If during the construction plan review process, the county determines that portions of the work or the entire scope of work need to be designed by a California Registered Architect or Engineer, all plans and engineering must then bear this person's professional seal and signature of approval.